

**Victims of Crime Act Grant Program**  
**FY2021 Request for Grant Applications**  
**Submission Checklist**

For applicant use, do not submit with application

To be submitted once for each program		
1	<input type="checkbox"/>	PDF Application Form ** ^
2	<input type="checkbox"/>	Logic Model** ^
3	<input type="checkbox"/>	Funding Request Form ** ^ (use correct form depending on match waiver request)
4	<input type="checkbox"/>	Paid Victim Service Job Descriptions (and resumes if available)
5	<input type="checkbox"/>	Unpaid Victim Service Job Descriptions (and resumes if available)
6	<input type="checkbox"/>	Letter from Agency Leadership
7	<input type="checkbox"/>	VOCA Program Organizational Chart
8	<input type="checkbox"/>	Technology Narrative ** (if applicable)
9	<input type="checkbox"/>	Technology Funding Request Form ** (if applicable)
10	<input type="checkbox"/>	Technology Vendor Quotes (if applicable)
To be submitted once for each agency		
1	<input type="checkbox"/>	Contractor Authorized Signatory Form**
2	<input type="checkbox"/>	Organizational Questionnaire Form**
3	<input type="checkbox"/>	Victim Confidentiality Policy
4	<input type="checkbox"/>	Agency Organizational Chart
5	<input type="checkbox"/>	Federally Approved Indirect Cost Rate Letter (if applicable)
6	<input type="checkbox"/>	Eligibility Checklist**
If applying for:		
1	<input type="checkbox"/>	Services to incarcerated victims, an updated Memorandum of Understanding

**\*\*This form is available on COMMBUYS.**

**^ Critical application element**